

MINUTES – OCTOBER 20, 2008

The Caswell County Board of Commissioners met in regular session at the Historic Courthouse in Yanceyville, North Carolina at 6:30 p.m. on Monday, October 20, 2008. Members present: George W. Ward, Jr., Chairman, Jeremiah Jefferies, Vice-Chairman, William E. Carter, Nathaniel Hall, Larry G. Hamlett, Kenneth D. Travis, and C. Hester Vernon, III. Also present: Kevin B. Howard, County Manager and Angela Evans representing The Caswell Messenger. Wanda P. Smith, Clerk to the Board, recorded the minutes.

MOMENT OF SILENT PRAYER

Chairman Ward opened the meeting with a Moment of Silent Prayer.

APPROVAL OF AGENDA

Commissioner Travis moved, seconded by Commissioner Jefferies to approve the agenda as presented. The motion carried unanimously with Commissioner Hall absent.

APPROVAL OF CONSENT AGENDA

Commissioner Jefferies moved, seconded by Commissioner Travis to approve the Consent Agenda as presented. The motion carried unanimously with Commissioner Hall absent.

The following items were included on the Consent Agenda:

1) Approval of Minutes of August 4, 18, and September 4, 2008 Meetings

2) Tax Director's Monthly Report for September, 2008

Total Amount of Taxes Collected for September, 2008	\$1,819,742.95
Tax Maps/Cards	\$ 53.25
County Maps	\$ 23.70
Beer License	\$ 5.00
Wine License	\$ 25.00
NSF Charge	\$ 50.00
EMS	\$ 264.00

3) Financial Report – September 1-30, 2008

PUBLIC COMMENTS

Chairman Ward opened the floor for public comments.

There were no public comments made.

COMPREHENSIVE TRANSPORTATION PLAN FOR CASWELL COUNTY

Ms. Hanna Cockburn, Planning Program Manager, Piedmont Triad Council of Governments, came before the Board to present the Comprehensive Transportation Plan for Caswell County. Ms. Cockburn stated that the Comprehensive Transportation Plan is the final version of recommendations for road improvements and other transportation improvements related to Caswell County, the Town of Yanceyville, and the Town of Milton. Ms. Cockburn noted that this project began five years ago and includes a great deal of public involvement opportunities for local officials and the general public. Ms. Cockburn stated that her last presentation to the Board was in May, 2008 when she held the final Public Review Session where recommendations were posted along with the maps in local offices and their website.

Ms. Cockburn stated that while there are a large number of needs, she does believe that the document that has been produced justifies those needs. Ms. Cockburn added that after the beginning of the year they will sit down as a group with the TIP Committee members and local Boards of Commissions to discuss what their priorities are related to these recommendations.

Ms. Cockburn reported that the final document with all of the technical documentation will be produced by North Carolina Department of Transportation engineers in January or February and copies will be distributed to the Board members and it will also be placed on the RPO website for perpetuity.

Ms. Cockburn provided the Board with a series of maps along with the data base of proposed improvements. Ms. Cockburn informed the Board that the Town of Yanceyville has already approved their portion of the plan and she will be presenting this plan to the Town of Milton at its November meeting. Ms. Cockburn stated that after the County and Town of Milton adopts Resolutions in support of the plan, the RPO will take action by adopting a Resolution of Endorsement in December and the Board of Transportation will take action on this Plan at its January or February meeting.

Ms. Cockburn stated that she would now submit to the Board of Commissioners the Plan and recommendations for its consideration and ask for the approval of a Resolution of Adoption.

After discussion, Commissioner Carter moved, seconded by Commissioner Hamlett to adopt the following *Resolution of Adoption, Comprehensive Transportation Plan for Caswell County*. The motion carried unanimously with Commissioner Hall absent.

RESOLUTION OF ADOPTION Comprehensive Transportation Plan for Caswell County

WHEREAS, the North Carolina Department of Transportation has completed a Comprehensive Transportation Plan (CTP) in accordance with General Statute 136-66 for Caswell County, the Town of Milton, and the Town of Yanceyville; and

WHEREAS, a CTP serves as a guide to provide a coordinated, efficient and economical transportation system that considers all modes of transportation; and

WHEREAS, the purpose of the CTP is to document present and future transportation needs and the proposed solutions to meet those needs; and

WHEREAS, the CTP document may be used by local officials to plan for transportation facilities that reflect the needs of the public while minimizing disruptions to local residents, businesses, and the environment; and

WHEREAS, a transportation plan mutually adopted by the NCDOT Board of Transportation and Caswell County will aid the County and State in making transportation decisions affecting the economic climate and quality of life within greater Caswell County.

NOW, THEREFORE, BE IT RESOLVED that the Caswell County Board of Commissioners hereby adopts the recommendations of the Comprehensive Transportation Plan, and further requests that it be forwarded to the Board of Transportation for their consideration.

ADOPTED this the 20th day of October, 2008.

S/George W. Ward
George W. Ward, Jr., Chairman
Caswell County Board of Commissioners

(Seal)

S/Wanda P. Smith
Wanda P. Smith
Clerk to the Board

APPROVAL OF 2010-2011 WORK FIRST PLAN

Ms. Dianne Moorefield, Department of Social Services Director, came before the Board to present the 2010-2011 Work First Plan for its consideration and approval. Ms. Moorefield stated that the Work First Program is a temporary assistance program that operates under the premise that all adults are responsible for supporting themselves and their families. Ms. Moorefield added that while eligible families are able to receive cash assistance through this program, DSS does provide services that will help them gain employment through educational services or job training activities so that they can become self-supporting and no longer need the cash assistance.

Ms. Moorefield reported that since the Work First Program began in 1997, the case load of families receiving cash assistance has decreased from 356 to 96 families, a 72% decrease in the number of people needing this assistance. Ms. Moorefield noted that 49% of the people who receive this assistance receive it for six months or less.

Ms. Moorefield reported that last year the DSS agency was able to meet many of the program goals established for them, including putting 40 adults to work and exceeding the goal of keeping people from becoming recipients of Work First in the beginning through Benefit Diversion. Ms. Moorefield added that Benefit Diversion is a program whereby if people qualify and once they are assessed and they need temporary assistance, DSS can help them with up to three months of assistance upfront, and this includes those who may have just lost their jobs.

Ms. Moorefield stated that a Work First Committee was appointed by the Board of Commissioners and she then reviewed some of the changes to the Plan made by the Committee. Ms. Moorefield noted that part of the reason the changes were made was because the allocation for the money used for these supportive services was reduced from \$20,900 to \$12,000.

Ms. Moorefield reported that the first goal of this plan is to prevent the need for people to receive assistance by helping them secure other resources such as child support, the cost of day care, and assessing them for Benefit Diversion, to help them that one time to keep them from coming onto the system. Ms. Moorefield added that for those who are already receiving assistance, they work diligently to help them locate jobs as quickly as possible, and they partner with Piedmont Community College, the JobLink Program, and Employment Security Commission to help people locate employment opportunities. Ms. Moorefield noted that they also help them attain short term training in order to qualify for the jobs that are available to them.

Ms. Moorefield reported that the changes they have identified are:

- 1) To provide transportation for employed clients for a period of two weeks rather than 30 days as previously done, and retaining the option of extending that two weeks for an additional two weeks if that time is needed.
- 2) Gas vouchers are commonly used to assist people in traveling to and from work and a different formula has now been developed for how much assistance can be obtained through a gas voucher.

Ms. Moorefield reported that they work very closely with CDOT to use their services and they abide by their transportation policy, especially their no-show policy. Ms. Moorefield stated that they have also changed the policy in that any misuse of a gas voucher will result in an immediate suspension from being able to get any additional assistance through a gas voucher for two months.

(Commissioner Hall entered the meeting at this time).

Ms. Moorefield reported that new to the Plan is that they have included an option to use the Supportive Services Fund to assist in the purchase of a used automobile that meets basic mechanical requirements when that is the most feasible option. Ms. Moorefield added that this is

limited to \$600 and it is based on the premise that the recipient would have the money to pay the car insurance, license, and tags. Ms. Moorefield noted that any amount of money over the \$600 cap for that service would have to be directly approved by her as Director.

Ms. Moorefield reported that traditionally they have on September 1st begun to accept EA applications to assist people with rent and utilities, but the Committee has decided to delay that for one month to make the money go further.

Ms. Moorefield stated that the Work First Plan needs to be submitted to the State for its approval after the Board of Commissioners approves it. Ms. Moorefield added that she supports this plan.

After discussion, Commissioner Jefferies moved, seconded by Commissioner Travis to approve the 2010-2011 Work First Plan as presented. The motion carried unanimously.

SENIOR CENTER PROJECT

Ms. Donna Pointer, Senior Services Director, came before the Board and presented quotes for partial interior furnishing of the Senior Center. Ms. Pointer reported that four bid packages were sent out, two companies responded, and the low bid was submitted by Taylor Printing and Office Supply in the amount of \$49,725.06.

After discussion, Commissioner Carter moved, seconded by Commissioner Hamlett to approve the low bid submitted by Taylor Printing and Office Supply in the amount of \$49,725.06 for partial interior furnishing of the Senior Center. The motion carried unanimously.

SOLID WASTE DEPARTMENT

Mr. Tim Smith, Solid Waste Director, came before the Board to present the results of a study conducted on the location of solid waste convenience center sites throughout the County.

Mr. Smith provided the following list of convenient center site operators:

- 1) Anderson: Clift Watlington
- 2) Casville: Thad Harrelson
- 3) Cherry Grove: Henry Boone
- 4) Leasburg: Long Dennis
- 5) Milton: Billy Willis
- 6) Pelham: Sam's Corner
- 7) Prospect Hill: Gary Strader
- 8) Providence: Ronnie Carroll

Mr. Smith provided the following information on the current sites:

Mileage Between Sites

<u>From:</u>	<u>To:</u>	<u>Mileage:</u>
Landfill	Providence	4
Providence	Pelham	7.5
Pelham	Casville	10.5
Casville	Providence	9
Casville	Cherry Grove	11
Cherry Grove	Anderson	7.5
Anderson	Prospect Hill	16.5
Prospect Hill	Leasburg	10
Leasburg	Milton	11.5
Milton	Landfill	11

- It's important to note that while the distance from Anderson to Prospect Hill is 16.5 miles, the folks in the Baynes area can drive 10 miles to either Prospect Hill or Leasburg or drive 6.5 miles to the Anderson site.
- The folks in Hightowers can drive 5 miles to either Leasburg or Prospect Hill and the folks in Semora can drive 8 miles to Leasburg or 8.5 miles to Milton site.

Upon questioning from Chairman Ward, Mr. Smith answered that he is satisfied with the current location of sites.

Commissioner Travis stated that with the state of the economy, he did not feel that the County could afford locating any additional sites.

Commissioner Vernon expressed concerns with the location of the sites because of the population density and noted that approximately 90% of the people are having to drive the maximum distance.

Commissioners Hamlett and Vernon expressed the need for an additional solid waste convenience center site in the Semora area.

In discussing the Prospect Hill convenience center site, Mr. Tim Smith, Solid Waste Director, reported that since 2002 the store at that site has changed ownership four times. Mr. Smith added that since the establishment of the Leasburg site in 1996, the store at that site has changed ownership five times.

DISCUSSION OF ENERGY CONSERVATION PROPOSAL TO LINC SERVICES

Mr. Brian Hamm and Mr. Pat Garner, of LINC Services came before the Board to discuss their energy conservation proposal for Caswell County Schools. Mr. Hamm stated that the Board of Education has already approved their proposal and they are present to ask for the Board of Commissioners' support. Mr. Hamm reported that in January they met with Dr. Douglas Barker, Schools Superintendent, and the Caswell County Board of Education to look at ways to improve the schools, make them more energy efficient, and cut back on utility costs. Mr. Hamm stated

that a proposal was prepared which was shared with the Board at its January 22, 2008 joint meeting with the Board of Education. Mr. Hamm added that there are a lot of improvements that can be made at all of the schools and they are using the money from the energy savings, therefore, it is self-funded, the savings are guaranteed and they are bonded. Mr. Hamm noted that there is no risk to the County in making these improvements.

Mr. Hamm stated that at the Board's last meeting Commissioner Vernon raised some questions about projects that did not go well, and asked for references and case studies which he provided. Mr. Hamm added that LINC Services has a 100% satisfaction rating and any job that they have done in over 30 years with any school will give them a reference that LINC Services exceeded their expectations.

Mr. Hamm reported that the next step in this process is to go before the Local Government Commission with this project. Mr. Hamm added that the Local Government Commission is set up by the State of North Carolina to review the cost, scope of work, and to make sure that the financing, terms, and conditions are fair to the County. Mr. Hamm noted that before they can do this, they have to have the support of the Board of Commissioners in moving forward with this. Mr. Hamm noted again that the savings are guaranteed and their goal is to help improve the learning environment for the students, and help them become energy star certified.

Mr. Hamm informed the Board that the Board of Education fully supports this program and they are asking for the Board of Commissioners to support it as well.

Upon questioning from Commissioner Hamlett, Mr. Hamm answered that the total cost of the project is \$1.875 million. Commissioner Hamlett questioned what improvements were to be made at Stoney Creek Elementary School, which was explained by Mr. Hamm. Upon questioning from Commissioner Hamlett as to the prospect of Stoney Creek Elementary School closing in the near future, Mr. Hamm answered that the majority of the savings at Stoney Creek Elementary would probably come from lighting and that savings could go to pay for mechanical improvements at other schools.

Commissioner Hall questioned making improvements to Stoney Creek Elementary when actually the school needs to be replaced. Mr. Hamm answered that even if the school was closed in the near future the savings would justify making these improvements.

Commissioner Hall asked what the role of the Board of Commissioners is once it approves this plan. Mr. Hamm answered that this is the Board of Education's project and once the paperwork is submitted to the LGC and it is reviewed and approved, and after financing is set up, LINC Services would start the project. Mr. Hamm stated that the loan would be set up in the Board of Education's name with the Board of Commissioners as co-signer. Mr. Hamm added that the Board of Commissioners' role is as a supporter of the Board of Education for this project.

Upon questioning from Commissioner Hall, Mr. Hamm answered that once the project is finished which will take six months, 30 days later the first payment is due. Mr. Hamm stated that their expectation is that once the project is completed and the first payment is due, the savings are there to make that payment or LINC Services will write a check for the difference.

Commissioner Travis stated that he felt Stoney Creek Elementary School should be taken out of the project if it is going to be closed in the near future. Commissioner Travis added that he did not understand why the Board of Commissioners has to co-sign a loan for the School when the Board of Education is the one who is responsible for paying it back. Mr. Hamm stated that Dr. Barker felt comfortable knowing that this Board was in support of it. Mr. Hamm added that the Board of Education wanted to make sure that the savings from this project that would pay for the loan would not be cut from the budget.

Commissioner Hamlett presented information on a workshop that will be held in Raleigh, NC that addresses and explains energy conservation projects like the one proposed by LINC Services.

Commissioner Hamlett stated that he would like to see the breakdown of savings on each school, in particular, Stoney Creek and Dillard Middle School.

Commissioner Carter stated that the Board of Education should be contacted to find out their intentions concerning Stoney Creek Elementary School.

Commissioner Hall stated that at the last Piedmont Triad Council of Governments Board of Directors' meeting, a presentation was made concerning programs such as the one proposed by LINC Services and it appeared to be a very good program. Commissioner Hall added that what concerns him the most is that there has not been a lot of discussion from the Board of Education with the Board of Commissioners, and if there had been, the Commissioners would not have so many questions for LINC Services.

Chairman Ward asked that LINC Services provide the County Manager with the information requested for distribution to the Board of Commissioners.

RECESS

The Board held a brief recess.

BUDGET AMENDMENT NO. 8

Mr. Kevin Howard, County Manager, presented and reviewed Budget Amendment No. 8 for Fiscal Year 2008-2009. After discussion, Commissioner Jefferies moved, seconded by Commissioner Hamlett to approve Budget Amendment No. 8 for Fiscal Year 2008-2009 as presented. The motion carried unanimously.

BUDGET AMENDMENT NO. 9

Mr. Kevin Howard, County Manager, presented and reviewed Budget Amendment No. 9 for Fiscal Year 2008-2009. After discussion, Commissioner Hamlett moved, seconded by Commissioner Travis to approve Budget Amendment No. 9 for Fiscal Year 2008-2009 as presented. The motion carried unanimously.

BUDGET TRANSFER NO. 10

Mr. Kevin Howard, County Manager, presented and reviewed Budget Transfer No. 10 for Fiscal Year 2008-2009. After discussion, Commissioner Jefferies moved, seconded by Commissioner Hall to approve Budget Transfer No. 10 for Fiscal Year 2008-2009 as presented. The motion carried unanimously.

PERSONNEL POLICY CLARIFICATION

Mr. Kevin Howard, County Manager, reported that the Personnel Committee met to interpret and clarify the County Personnel Policy as it pertains to *Vacation Leave Accumulation*. Mr. Howard stated that his recommendation would be to interpret *Section 7* in the County's Personnel Policy as that an individual is credited for the length of service that is accrued with another county or state. Mr. Howard added that he and the County Attorney interpret this section in that as long as an individual has participated in the Local Government Retirement System they would receive credit for their years of service. Mr. Howard stated that this is because in trying to recruit qualified employees, they can come to the County and accumulate vacation based on their prior years of service and this would be an extra benefit to them.

Commissioner Carter moved, seconded by Commissioner Hamlett to approve the recommendation on Vacation Leave Accumulation as presented by the County Manager.

Commissioner Hall stated that as the County recruits, it needs to be aware that an individual with 15 to 20 years of service, upon employment with the County, will begin immediately with 24 days of leave time and that is a real cost to the County. Commissioner Hall added that with the State agencies of which he is aware, it is interpreted that an individual's retirement must still be intact.

Upon a vote of the motion, the failed by a vote of four to three with Commissioners Ward, Jefferies, Hall, and Travis voting no.

Commissioner Jefferies moved, seconded by Commissioner Hall to interpret *Section 7* of the Caswell County Personnel Policy as that an individual with prior years of service with another governmental body, upon employment with Caswell County, can receive credit for those years of service in calculation of vacation leave time, as long as their retirement is intact with the Local Government Retirement System. The motion carried unanimously.

APPOINTMENT TO ABC BOARD

Commissioner Travis moved, seconded by Commissioner Carter to appoint Mr. I. Graham Dailey to the ABC Board. The motion failed by a vote of four to three with Commissioners Hall, Hamlett, Jefferies, and Vernon voting no.

Commissioner Jefferies moved, seconded by Commissioner Hamlett to appoint Mr. Tony L. Mitchell to the ABC Board. The motion carried by a vote of six to one with Commissioner Travis voting no.

COUNTY MANAGER'S REPORT

Mr. Howard reported that the Senior Center Project is moving along without any major problems.

Mr. Howard reported that he met with Mr. Floyd Guidry of NORAG Technologies last week to discuss the possibility of getting water to Mr. Guidry's property as soon as possible due to the fact that he was unable to get water when they were digging their temporary well. Mr. Howard stated that Mr. Guidry has requested that the County go ahead and run the water line so he can get water for his processing needs. Mr. Howard added that he discussed this with Dewberry & Davis and they can have water to the site within the next 60 days or sooner, but the County would need to install the water line as a separate project from the water tank, and this would cost \$185,625. Mr. Howard noted that the County has the funds to install the line and could wait on the tank until they have secured additional funding. Mr. Howard added that the entire project cost would be \$1,501,545. Mr. Howard informed the Board that letters would also be sent to the property owners in the vicinity of the line to determine who might wish to tap on as they install the line because it would be much cheaper for them to do so during installation. After further discussion, Commissioner Hall moved, seconded by Chairman Ward to separate the water line part of the project so that the County can expedite the construction of the water line in order for NORAG Technologies to proceed, and contact the granting agency as appropriate. The motion carried unanimously.

Mr. Howard informed the Board that he has received a request from the Pelham Volunteer Fire Department that the County consider applying for a CDBG grant with them to extend water lines to their fire station, in conjunction with them making some improvements to the fire station. Mr. Howard stated that he would obtain more information on this request and present it to the Board at a later date.

Mr. Howard reported that after concerns expressed by the Board, the County Attorney has prepared a contract between the County and Matkins Meat Processors as it relates to the Golden Leaf Grant and it is now being reviewed by the owner of Matkins Meat Processors. Mr. Howard stated that he would bring the contract to the Board for its review and consideration at its next meeting.

Mr. Howard reported that there is nothing new at this time to report on the New County Jail.

Mr. Howard reported that he has a meeting with Mr. Lyle Lacy, Danville City Manager on October 23, 2008, to discuss several issues, including Mr. Ed Carter's waterline request.

Mr. Howard reported that he has all of the information needed on private providers contracted with the Local Management Entity and he will be presenting the leases to the Board for its review and consideration at its next meeting.

Mr. Howard reported that after a meeting with the owner of Hayes Iron and Metal and their Attorney, he and the County Attorney will be presenting information on this issue at the Board's next meeting.

Mr. Howard reported that he has received information from USDA Rural Development on the Revolving Loan Fund and he will be presenting this to the Board at a later date.

Mr. Howard reported that he received several good applications for the position of Recreation Director and he would be interviewing applicants on October 21st and 22nd.

Mr. Howard reported that he does not expect to be out of the office, except for meetings, until the Board's next meeting.

Mr. Howard presented and reviewed for the Board's consideration a Lease Agreement with the North Carolina Department of Correction for a 1.6 acre area adjacent to the Caswell Correctional Facility, for storage and parking vehicles. After discussion, Commissioner Vernon moved, seconded by Commissioner Jefferies to renew the five-year Lease Agreement with the North Carolina Department of Correction as presented. The motion carried unanimously.

Commissioner Hall reported that he met with the Finance Officer and County Manager about collateralization requirements and other issues relating to public funds. Commissioner Hall stated that he asked for an investment status report in anticipation of the Finance Committee meeting, with the information to be brought before the full Board. Commissioner Hall requested that the Chairman schedule a meeting of the Board as soon as possible to discuss the current financial environment. Commissioner Hall stated that prior to this meeting, he as Finance Committee Chairman, would meet with the County Manager, Finance Officer, and Tax Director to gather statistical data. Chairman Ward stated that he would schedule a special meeting of the Board when the Finance Committee has received the information it needs.

Mr. Howard presented a request from NORAG Technologies that the County accept its counter offer to purchase additional property at the Pelham Industrial Park at \$1,000 per acre. Mr. Howard noted that the amount of acreage being requested from NORAG is a little over two acres instead of one as he originally reported. It was Board consensus to stand by its decision at its October 6th meeting that the purchase price for the additional property remain at one-half the cost per acre of the original purchase price.

ANNOUNCEMENTS

Commissioner Hamlett reported that the Personnel Committee met and talked about EMS operations. Commissioner Hall added that the Committee would like to propose a workshop with EMS on Monday, November 10, 2008, at 5:30 p.m. at the EMS Base to discuss EMS operations, policy, and protocol. The Board was agreeable to scheduling this meeting.

Commissioner Carter stated that at the last meeting he requested a copy of EMS overtime. Mr. Howard informed the Board that he would provide this information.

THE ADJOURNMENT

At 8:35 p.m. Commissioner Hamlett moved, seconded by Commissioner Jefferies to adjourn the meeting. The motion carried unanimously.

Wanda P. Smith
Clerk to the Board

George W. Ward, Jr.
Chairman
